

PARKING SYSTEM

GENERAL INFORMATION:

The Parking System Enterprise Fund accounts for all metered, leased, and free parking provided by the City of Muscatine in the central business district. These parking spaces are located both on and off-street and involve four (4) specific activities including parking operations, parking enforcement, downtown landscaping and development of new parking. The City maintains 1,473 parking spaces in the downtown commercial area distributed as follows:

| | <u>On-Street</u> | <u>Lot #1</u> | | <u>Lot #2</u> | <u>Lot #4</u> | <u>Lot #6</u> | <u>Lot #7</u> | <u>Lot #8</u> | <u>Levee</u> | <u>Totals</u> |
|-----------------|------------------|-----------------------|-----------------------|----------------------|------------------------|----------------------|----------------------|---------------------|------------------|---------------|
| | | <u>Upper Chestnut</u> | <u>Lower Chestnut</u> | <u>W. 2nd Street</u> | <u>Sycamore Street</u> | <u>W. 3rd Street</u> | <u>E. 3rd Street</u> | <u>Cedar Street</u> | | |
| Free Parking | 49 | 0 | 0 | 16 (4 hour) | 13 (2 hour) | 0 | 0 | 5 (2 hour) | 544 (24 hour) | 627 |
| 2 Hour | 402 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 407 |
| Handicapped | 11 | 0 | 0 | 1 | 3 | 1 | 0 | 2 | 13 | 31 |
| 10 Hour | 37 | 14 | 10 | 15 | 62 | 0 | 9 | 0 | 0 | 147 |
| Leased/Reserved | 0 | 1 R | 7 R | 4 L | 26 L | 24 R | 149 L | 50 L | 0 | 261 |
| Totals | 499 | 15 | 17 | 41 | 104 | 25 | 158 | 57 | 557 | 1,473 |

The four largest off street lots are located on 3rd Street across from City Hall, adjacent to Mississippi Drive at Sycamore, 2nd and Pine streets and at the corner of 3rd and Cedar streets. These lots have a combination of leased parking spaces, and short and long-term meters. The on-street parking and off-street parking lot metered rates currently are \$.20 per hour for short-term (two hour) and \$.10 per hour for long-term (10 hour) meters. The original 2007/2008 budget proposed by staff included an increase in these rates. Rate changes, however, were not implemented as part of the budget subject to further evaluation by a Parking Task Force appointed by the Mayor.

The parking enforcement program provides control of the parking spaces in the central business district. This program is intended to insure that parking restrictions are enforced in order to meet the goals of the program. The primary goal is to provide short-term parking for customers in the downtown business district. The enforcement program is also involved in controlling loading zones, alley parking and other parking regulations in the downtown area.

The downtown landscaping program was initiated in conjunction with the reconstruction of Second Street which was funded as part of a Community Development Block Grant Program. This landscaping program has added aesthetically to the business environment to assist in promoting a healthy economic state in the downtown business district. One-half of a groundskeeper position is charged to this budget and this individual is responsible for maintenance and landscaping in the downtown area with supervision through the Park Maintenance Division of the Parks and Recreation Department.

Numerous modifications have been implemented in the Parking operation in recent years. An Administrative Review Panel was formed to hear citizen appeals of parking violations. A standardized alley parking program was established for the downtown area to improve traffic movement, the conditions for delivery to

merchants, and public safety response for fire and emergency medical services. Also, handicapped parking has been provided throughout the downtown area. Since 1985 the City has been providing free parking in all areas on Saturdays.

CURRENT TRENDS AND ISSUES:

The current parking rates have been in effect since the 1999/2000 fiscal year. The 2007/2008 budget originally proposed by staff included increases in the rates for parking meters, leased spaces, meter hoods and fines effective July 1, 2007. The rate for two hour meters was proposed to increase from \$.20 per hour to \$.30 per hour. Rates for 10-hour meters were proposed to increase from \$.10 to \$.20 per hour. Rates for leased spaces were proposed to be maintained at \$75.00 per quarter; however, the discounted rate for the prepaid annual payment was proposed to increase from \$225 to \$250. The fee for meter hood rental was proposed to increase from \$2.00 per day to \$3.00 per day. Fine rates were also proposed to increase to \$5.00, and if not paid within 72 hours, to \$10.00. These fee increases were proposed in order for the parking operation to meet operating expenses, to fund the Downtown Flower Basket program and to generate funds for other improvements in the downtown area.

The original 2006/2007 revised estimate (as proposed by staff) was over the budgeted amount by \$15,100 (8.4%). The revised estimate includes a \$2,500 contribution for the new downtown holiday decorations. The City's contribution was 1/3 of the total cost of the new decorations, with 1/3 paid by Muscatine Power & Water and 1/3 by the Greater Downtown Muscatine Association. The revised estimate also includes \$2,300 to implement the recommendations of the 2006 Parking Task Force for new parking lot entrance and directional signs as well as estimated costs of the signs for the new "Adopt-a-Meter" program. The revised estimate also included an estimated \$9,000 to purchase 50 electronic meters as well as other necessary supplies to implement the parking meter rate increase proposed to be effective July 1, 2007. As noted previously, City Council did not approve the proposed rate increases subject to further study by the new Parking Task Force and their recommendations to City Council. As such, the final adopted budget does not include funds for new electronic meters, rates conversion costs, or any increased fee and fine revenue. At City Council's direction, the approved budget reflects a "status quo" parking operation and any changes recommended by the new Parking Task Force and approved by City Council will require this budget to be amended.

The 2007/2008 "status quo" budget, as adopted, is \$12,300 (6.8%) more than the original 2006/2007 budget primarily due to increased personal services and contractual services costs.

Both the 2006/2007 revised estimate and 2007/2008 budget continue the Downtown Flower Basket program which costs approximately \$5,000 annually. These costs have been fully funded by donations in recent years. A request was received from the Community Improvement Action Team (CIAT) Landscaping Committee for the City to fund \$4,250 annually of the cost of this program. As part of the City Council budget review, indications were given that donations will continue to be provided to fully fund the costs for this program and the budget as adopted reflects this funding.

The 2007/2008 budget continues allocating one-fourth of one of the Equipment Operator positions in the Street Cleaning activity budget to this operation to provide assistance in repairing and maintaining the parking meters.

GOAL STATEMENT:

To provide attractive, convenient, low-cost parking in order to aid in the growth and improvement of the Central Business District and adjacent commercial areas.

PERFORMANCE MEASURES:

| | Actual 2003/2004 | Actual 2004/2005 | Actual 2005/2006 | Estimated 2006/2007 | Estimated 2007/2008 |
|---------------------------------------|-----------------------------|-----------------------------|-----------------------------|--------------------------------|--------------------------------|
| Metered Parking Spaces | 550 | 549 | 549 | 554 | 554 |
| Leased Parking Spaces | 233 | 292 | 292 | 292 | 292 |
| Free Parking Spaces | 473 | 628 | 628 | 627 | 627 |
| Total Parking Spaces | 1,256 | 1469 | 1,469 | 1,473 | 1,473 |
| Overtime Parking Tickets Issued | 12,529 | 11,779 | 12,086 | 12,000 | 12,000 |
| Overtime Tickets Paid or Dismissed | 9,059 | 9,832 | 10,224 | 10,080 | 10,080 |
| Percent Paid or Dismissed | 72.29% | 83.47% | 84.59% | 84% | 84% |
| Handicapped Tickets Issued | 36 | 43 | 46 | 25 | 25 |
| Handicapped Tickets Paid or Dismissed | 28 | 38 | 43 | 22 | 22 |
| Percent Paid or Dismissed | 77.78% | 88.37% | 93.48% | 88% | 88% |
| Other Parking Tickets Issued | 3,198 | 2,942 | 3,466 | 3,500 | 3,500 |
| Other Tickets Paid or Dismissed | 1,877 | 2,099 | 2,691 | 2,625 | 2,625 |
| Percent Paid or Dismissed | 58.69% | 71.35% | 77.64% | 75% | 75% |
| Courtesy Tickets Issued* | N/A | 1,833 | 2,152 | 2,200 | 2,200 |

* 2004/2005 was the first full year of issuing courtesy tickets for out-of-state and non-area out-of-county licensed vehicles.

RECENT ACCOMPLISHMENTS:

During the past year the Information Technology Manager upgraded the City's parking software system to provide the option for people to pay their parking tickets on-line through the City's website. A presentation was made to City Council on this system at the January In Depth Council meeting and this system was implemented in March of 2007.

The 2006 Parking Task Force held meetings from April through November, 2006 to discuss and evaluate various parking concerns and recommendations. The Committee's recommendations included (1) changing free 4-hour parking in two of the parking lots to free 2-hour parking, (2) installation of new parking signs at the entrances to four of the City's parking lots as well as directional signs pointing to these lots, and (3) implementation of a program where an individual or business could "adopt a meter". The Adopt-a-Meter program would provide that the business adopting the meter pay an annual fee and a sign would then be placed at that parking space noting the sponsoring business was providing up to two hours free parking to anyone interested in parking at that location. City Council unanimously approved these recommendations December 21, 2006. Implementation of these programs has been deferred until the new Parking Task Force has evaluated and made recommendations for possible additional changes for City Council to consider.

OBJECTIVES TO BE ACCOMPLISHED IN 2007/2008:

- * To implement any changes recommended by the new Parking Task Force and approved by City Council. This could include changes in parking rates, parking duration limits, and the addition of meters or removal of meters in various locations in the downtown area.
- * To continue efforts to generate funds to begin a program to replace the City's current mechanical parking meters with electronic meters. Currently the City has 496 mechanical meters and 58 electronic meters. The budget, as approved, did not include funding for meter replacements. This is expected to be considered by the new Parking Task Force as part of their overall recommendations.
- * To continue to frequently send notices and perform other follow-up procedures for parking fine collections.
- * To fully implement the system to allow for individuals to pay parking tickets on-line through the City's website. (Council Goals 3 and 4)
- * To work with the County Treasurer to implement a system for placing delinquent parking fines as required charges to be paid as part of vehicle license plate renewals. This is expected to be available as of July 1, 2007. (Council Goals 2 and 4)

Parking System

Fund Statement

| | <u>Actual 2004/2005</u> | <u>Actual 2005/2006</u> | <u>Budget 2006/2007</u> | <u>Revised Estimate 2006/2007</u> | <u>Budget 2007/2008</u> |
|---------------------------|-----------------------------|-----------------------------|-----------------------------|---|-----------------------------|
| Beginning Balance, July 1 | \$ 82,207 | \$ 27,290 | \$ 16,690 | \$ 33,947 | \$ 22,247 |
| Revenues | | | | | |
| Parking Fees | \$ 84,611 | \$ 90,241 | \$ 85,000 | \$ 90,000 | \$ 90,000 |
| Parking Permits | 35,177 | 33,764 | 35,000 | 34,000 | 34,000 |
| Meter Hoods | 249 | 7,039 | 1,000 | 1,000 | 1,000 |
| Fines | 38,531 | 55,272 | 45,000 | 45,000 | 45,000 |
| Interest | 1,749 | 1,728 | 1,000 | 2,300 | 2,000 |
| Donations | 2,767 | 1,829 | 3,000 | 3,000 | 5,000 |
| Miscellaneous | 9 | 1 | 0 | 0 | 0 |
| Total Revenues | <u>\$ 163,093</u> | <u>\$ 189,874</u> | <u>\$ 170,000</u> | <u>\$ 175,300</u> | <u>\$ 177,000</u> |
| Funds Available | \$ 245,300 | \$ 217,164 | \$ 186,690 | \$ 209,247 | \$ 199,247 |
| Expenditures (1) | <u>218,010</u> | <u>183,217</u> | <u>180,900</u> | <u>187,000</u> | <u>193,200</u> |
| Ending Balance, June 30 | <u><u>\$ 27,290</u></u> | <u><u>\$ 33,947</u></u> | <u><u>\$ 5,790</u></u> | <u><u>\$ 22,247</u></u> | <u><u>\$ 6,047</u></u> |

| | | | | | |
|--|--------------------|-----------------|--------------------|--------------------|--------------------|
| Increase (Decrease) in Fund Balance | \$ (54,917) | \$ 6,657 | \$ (10,900) | \$ (11,700) | \$ (16,200) |
|--|--------------------|-----------------|--------------------|--------------------|--------------------|

1. Expenditures include changes in compensated absences.

Explanation of Decreases in Fund Balances:

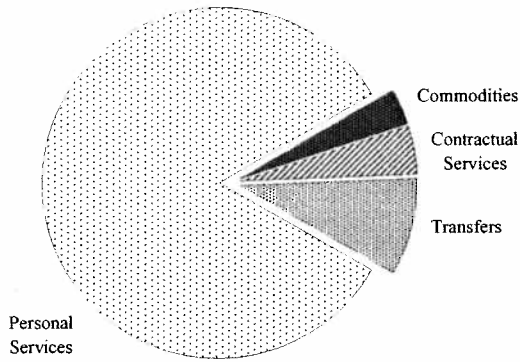
Fiscal year 2004/2005 included a \$50,000 funding transfer to the General Fund. This transfer (and a like transfer was made in 2003/2004) was needed due to the reduction in General Fund revenues, primarily State funding reductions. The continuing reduction in the balance of this fund resulted in the staff recommendation to increase parking fee and fine rates for the 2007/2008 budget. These fee changes were not incorporated into the 2007/2008 budget and City Council appointed a new Parking Task Force to do a comprehensive review of the parking operation before any changes are made in the fee structure.

Function:
Business Type

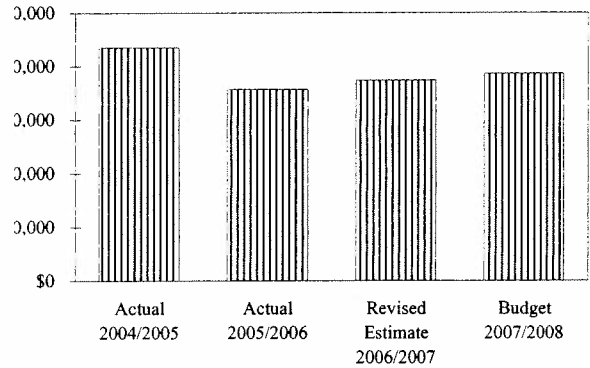
Department:
Finance

Activity:
Parking System

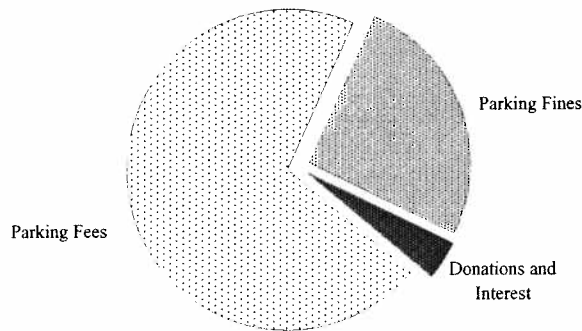
| | Actual 2004/2005 | Actual 2005/2006 | Budget 2006/2007 | Revised Estimate 2006/2007 | Budget 2007/2008 | Percent Change |
|------------------------------|---------------------|---------------------|---------------------|----------------------------------|---------------------|-------------------|
| Expenditure Summary | | | | | | |
| Personal Services | \$ 139,123 | \$ 147,780 | \$ 152,900 | \$ 151,900 | \$ 160,900 | 5.23% |
| Commodities | 5,029 | 4,352 | 6,800 | 7,400 | 6,700 | -1.47% |
| Contractual Services | 4,944 | 9,520 | 6,300 | 7,900 | 8,200 | 30.16% |
| Capital Outlay | 4,581 | 2,477 | - | 4,900 | - | |
| Transfers | 64,000 | 14,400 | 14,900 | 14,900 | 17,400 | 16.78% |
| Total Expenditures | \$ 217,677 | \$ 178,529 | \$ 180,900 | \$ 187,000 | \$ 193,200 | 6.80% |
| Funding Sources | | | | | | |
| Parking Fees | \$ 120,037 | \$ 131,044 | \$ 121,000 | \$ 125,000 | \$ 125,000 | 3.31% |
| Parking Fines | 38,531 | 55,272 | 45,000 | 45,000 | 45,000 | 0.00% |
| Interest | 1,749 | 1,728 | 1,000 | 2,300 | 2,000 | 100.00% |
| Miscellaneous | 9 | 1 | - | - | - | |
| Donations | 2,767 | 1,829 | 3,000 | 3,000 | 5,000 | |
| Total Funding Sources | \$ 163,093 | \$ 189,874 | \$ 170,000 | \$ 175,300 | \$ 177,000 | 4.12% |



**Budget 2007/2008
Expenditures by Type**



Actual and Projected Expenditures



**Budget 2007/2008
Funding Sources**

Function:
Business Type

Department:
Finance

Activity:
Parking System

| Personnel Schedule | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|-------------------|
| | Actual | Actual | Budget | Revised | Budget | Budget |
| | 2004/2005 | 2005/2006 | 2006/2007 | Estimate | 2007/2008 | Amount |
| | | | | 2006/2007 | | 2007/2008 |
| <i>Full Time:</i> | | | | | | |
| Administrative Services Director | 0.15 | 0.05 | - | - | - | |
| Finance Director | - | 0.10 | 0.10 | 0.10 | 0.10 | |
| Parking Meter Repairperson | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | |
| Meter Attendant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Groundskeeper | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Finance Secretary/Parking Coordinator | - | 0.50 | 0.50 | 0.50 | 0.50 | |
| Senior Account Clerk | 0.50 | - | - | - | - | |
| Office Assistant | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | |
| Total Full Time | 2.65 | 2.65 | 2.60 | 2.60 | 2.60 | |
| <i>Part Time/Temporary:</i> | | | | | | |
| Meter Attendant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Seasonal Laborers | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | |
| Total | 3.85 | 3.85 | 3.80 | 3.80 | 3.80 | \$ 123,900 |
| Employee Benefits | | | | | | 37,000 |
| Total Personal Services | | | | | | \$ 160,900 |